

Plan Review Requirements and Process

Environmental Public Health Division

Indiana State Department of Health

The Division reviews soil surveys for on-site disposal systems, plans and specifications for water supply and sewage disposal systems to serve all types of public and commercial facilities.

Before plans can be developed, a soil report for the proposed site must be prepared by a [Registered Soil Scientist](#) and submitted to the program, in duplicate. The extra copy of the soil report is forwarded to the local health department to solicit input about the project site. The report must specify in detail the kinds of soil encountered at the proposed site, and must include information about the facility operation sufficient for us to estimate the design maximum daily sewage flow that must be treated.

Once the section receives the necessary information, staff will work with the designated engineer or architect to determine the best type of onsite sewage disposal system for those soils; where the system should be constructed and how it should be positioned; establish drainage requirements and minimum system size; and outline other design requirements important to proper functioning of the sewage disposal system. Once the architect or engineer submits plans and specifications they are reviewed for compliance with the design requirements that were agreed upon and state standards ([Bulletin SE 13](#)). State law requires each page of the sewage disposal plans and specifications to be stamped by an engineer or architect registered to practice in Indiana. State law prohibits registered land surveyors from preparing sewage disposal system plans, although it is legal for them to design gravity storm and sanitary sewers.

The final permitting for some commercial onsite sewage disposal systems maybe referred to local health departments, if it is determined that they have staff capable of handling certain types of onsite systems. Most local health departments are approved to handle conventional (gravity) systems. A smaller number of departments are approved to handle more complex systems and in those cases we limit the referral to those systems that are designed to handle 750 gallons per day or less.

The current status of a project started after January 1, 2005, is available at [Plan Review Project Status](#).

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